INVITATION TO BID	A COL	100	BIDS WILL BE	PUBLICLY	OPENED:
STATE OF LOUISIANA			MAR 25,	2010	10:00 AM
DIVISION OF ADMINISTRATION					
OFFICE OF STATE PURCHASING	ATTENTION OF THE PARTY OF THE P		PURCHASING AC	GENCY NO. :	107001
====> VENDOR NO. :	_	s	EE NO. 8 BE	_	URN BID TO 10:00 AM
VENDOR NAME AND ADDRESS			2238750  OFFICE OF STATOFFICE OF STATOFFICE BOOK OFFICE BOOK BATON ROUGE,	03/25/10 TE PURCHASII TE PURCHASII DX 94095 LA 70804-909	NG NG 5
FILL IN VENDOR NUMBER (FEIN), NAM ADDRESS ABOVE, BEFORE SUBMITTII		) ).	BUYER BUYER PHONE DATE ISSUED REQ. AGENCY OFFICE AGENCY REQ. NO. ISIS REQ. NO. VENDOR PHONE FISCAL YEAR CLASS/SUBCLASS SCHEDULED BEGIN SCHEDULED END D T-NUMBER	: (22: : 03/6 : 107 : OF STATE PU : N : 133 : : : 10 : 675	001 FOLD HERE> JRCHASING  0726  90 01/10
HERBICIDE, OUST EXTRA TYPE, FOR		•			
ADDITION TO CONTRACT					
1. PLEASE REMOVE FROM THIS COMMODITY CODE. 2. DELIVERY WILL BE MADE IN THIS NUMBER OF DAYS AFTER RECEIF 3. % CASH DISCOUNT FOR PROMPT PAYMENT IF MADE WITHIN THIRT' LESS THAN 30 DAYS OR LESS THAN 1% WILL BE ACCEPTED, BUT W DETERMINING AWARDS. ON INDEFINITE QUANTITY TERM CONTRAC BUT WILL NOT BE CONSIDERED IN DETERMINING AWARDS. 4. BID BOND ATTACHED, CERTIFIED CHECK ATTACHE 5. BID REFERENCE NUMBER. (THIS NUMBER WILL APPEAR ON RESUI	PT OF ORDER Y (30) DAYS. VILL NOT BE C CTS, CASH DI	R. CASH DISCOUI CONSIDERED IN SCOUNTS WILL OTHER, IF R	I . BE ACCEPTED AND T EQUIRED.	AKEN	
INSTRUCTION	NS TO BIDDER	RS			
1. READ THE ENTIRE BID, INCLUDING ALL TERMS AND CONDITIONS AND SPEC 2. ALL BID PRICES MUST BE TYPED OR WRITTEN IN INK. ANY CORRECTIONS, INITIALED BY THE BIDDER. 3. THIS BID IS TO BE MANUALLY SIGNED IN INK. 4. BID PRICES SHALL INCLUDE DELIVERY OF ALL ITEMS F.O.B. DESTINATION OR "C.O.D" REQUIREMENTS MAY BE REJECTED. PAYMENT IS TO BE MADE INVOICE OR DELIVERY, WHICHEVER IS LATER.	ERASURES (	OR OTHER FOR	ED. BIDS CONTAINING	i "PAYMENT IN AD	FOLD HERE>
AMOUNT OF BID BOND REQUIRED:	ILD BE RETU				ED WITH
9. BIDS SUBMITTED ARE SUBJECT TO PROVISIONS OF THE LAWS OF THE STA PURCHASING RULES AND REGULATIONS; EXECUTIVE ORDERS; STANDARD IN THIS SOLICITATION.  10. IMPORTANT: BY SIGNING THE BID, THE BIDDER CERTIFIES COMPLIANCE W SPECIFICATIONS, AND FURTHER CERTIFIES THAT THIS BID IS MADE WITHOUT.	TE OF LOUIS TERMS AND	SIANA INCLUDIN CONDITIONS; S FRUCTIONS TO	IG BUT NOT LIMITED T SPECIAL CONDITIONS BIDDERS, TERMS, COI	O L.R.S. 39:1551-1' ; AND SPECIFICAT NDITIONS AND	IONS LISTED
BY A PERSON AUTHORIZED TO BIND THE VENDOR (SEE NO.30). ALL BID INI					
VENDOR PHONE NUMBER: TIT FAX NUMBER:	LE			DATE	
SIGNATURE OF AUTHORIZED BIDDER - SEE NO. 30, PAGE 3. (MUST BE SIGNED)		NAME OF BI (TYPED OR			

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11 ADDRESS ALL INQUIRIES AND CORRESPONDENCE TO THE BUYER AT THE PHONE AND ADDRESS SHOWN ABOVE.

12. CONFERENCE:

NA

NA

NA

13. BID FORMS.

ALL WRITTEN BIDS, UNLESS OTHERWISE PROVIDED FOR, MUST BE SUBMITTED ON, AND IN ACCORDANCE WITH, FORMS PROVIDED, PROPERLY SIGNED (SEE NO. 30). BIDS SUBMITTED IN THE FOLLOWING MANNER WILL NOT BE ACCEPTED:

- A. BID CONTAINS NO SIGNATURE INDICATING INTENT TO BE BOUND:
- B. BID FILLED OUT IN PENCIL: AND
- C. BID NOT SUBMITTED ON THE STATE'S STANDARD FORMS.

BIDS MUST BE RECEIVED AT THE ADDRESS SPECIFIED IN THE SOLICITATION PRIOR TO BID OPENING TIME IN ORDER TO BE CONSIDERED.
TELEGRAPHIC AND FAX ALTERATIONS TO BIDS RECEIVED BEFORE BID OPENING TIME WILL BE CONSIDERED PROVIDED FORMAL BID AND WRITTEN
ALTERATION HAVE BEEN RECEIVED AND TIME-STAMPED BEFORE BID OPENING TIME. ENTIRE BID SHOULD BE RETURNED, EXCEPT ITEM PAGES NOT
BID.

### 14. STANDARDS OF QUALITY.

ANY PRODUCT OR SERVICE BID SHALL CONFORM TO ALL APPLICABLE FEDERAL AND STATE LAWS AND REGULATIONS AND THE SPECIFICATIONS CONTAINED IN THE SOLICITATION. UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION, ANY MANUFACTURER'S NAME, TRADE NAME, BRAND NAME, OR CATALOG NUMBER USED IN THE SPECIFICATION IS FOR THE PURPOSE OF DESCRIBING THE STANDARD OF QUALITY, PERFOMANCE, AND CHARACTERISTICS DESIRED AND IS NOT INTENDED TO LIMIT OR RESTRICT COMPETITION. BIDDER MUST SPECIFY THE BRAND AND MODEL NUMBER OF THE PRODUCT OFFERED IN HIS BID. BIDS NOT SPECIFYING BRAND AND MODEL NUMBER SHALL BE CONSIDERED AS OFFERING THE EXACT PRODUCTS SPECIFIED IN THE SOLICITATION.

### 15. DESCRIPTIVE INFORMATION.

BIDDERS PROPOSING AN EQUIVALENT BRAND OR MODEL SHOULD SUBMIT WITH THE BID INFORMATION (SUCH AS ILLUSTRATIONS, DESCRIPTIVE LITERATURE, TECHNICAL DATA) SUFFICIENT FOR STATE OF LOUISIANA TO EVALUATE QUALITY, SUITABILITY, AND COMPLIANCE WITH THE SPECIFICATIONS IN THE SOLICITATION. FAILURE TO SUBMIT DESCRIPTIVE INFORMATION MAY CAUSE BID TO BE REJECTED. ANY CHANGE MADE TO A MANUFACTURER'S PUBLISHED SPECIFICATIONS SUBMITTED FOR A PRODUCT SHALL BE VERIFIABLE BY THE MANUFACTURER. IF ITEM(S) BID DO NOT FULLY COMPLY WITH SPECIFICATIONS (INCLUDING BRAND AND/OR PRODUCT NUMBER), BIDDER MUST STATE IN WHAT RESPECT ITEM(S) DEVIATE. FAILURE TO NOTE EXCEPTIONS ON THE BID FORM WILL NOT RELIEVE THE SUCCESSFUL BIDDER(S) FROM SUPPLYING THE ACTUAL PRODUCTS REQUESTED.

## 16. BID OPENING.

BIDDERS MAY ATTEND THE BID OPENING, BUT NO INFORMATION OR OPINIONS CONCERNING THE ULTIMATE CONTRACT AWARD WILL BE GIVEN AT THE BID OPENING OR DURING THE EVALUATION PROCESS. BIDS MAY BE EXAMINED WITHIN 72 HOURS AFTER BID OPENING. INFORMATION PERTAINING TO COMPLETED FILES MAY BE SECURED BY VISITING THE STATE OF LOUISIANA DURING NORMAL WORKING HOURS. WRITTEN BID TABULATIONS WILL NOT BE FURNISHED.

## 17. AWARDS.

THE STATE OF LOUISIANA RESERVES THE RIGHT TO AWARD ITEMS SEPARATELY, GROUPED OR ON AN ALL-OR-NONE BASIS AND TO REJECT ANY OR ALL BIDS AND WAIVE ANY INFORMALITIES.

## 18. PRICES

UNLESS OTHERWISE SPECIFIED BY THE STATE OF LOUISIANA IN THE SOLICITATION, BID PRICES MUST BE COMPLETE, INCLUDING TRANSPORTATION PREPAID BY BIDDER TO DESTINATION AND FIRM FOR ACCEPTANCE FOR A MINIMUM OF 30 DAYS. IF ACCEPTED, PRICES MUST BE FIRM FOR THE CONTRACTUAL PERIOD. BIDS OTHER THAN F.O.B. DESTINATION MAY BE REJECTED. PRICES SHOULD BE QUOTED IN THE UNIT (EACH, BOX, CASE, ETC.) AS SPECIFIED IN THE SOLICITATION.

## 19. DELIVERIES.

BIDS MAY BE REJECTED IF THE DELIVERY TIME INDICATED IS LONGER THAN THAT SPECIFIED IN THE SOLICITATION.

# 20. TAXES.

VENDOR IS RESPONSIBLE FOR INCLUDING ALL APPLICABLE TAXES IN THE BID PRICE. STATE AGENCIES ARE EXEMPT FROM ALL STATE AND LOCAL SALES AND USE TAXES.

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#### 21. NEW PRODUCTS.

UNLESS SPECIFICALLY CALLED FOR IN THE SOLICITATION, ALL PRODUCTS FOR PURCHASE MUST BE NEW, NEVER PREVIOUSLY USED, AND THE CURRENT MODEL AND/OR PACKAGING. NO REMANUFACTURED, DEMONSTRATOR, USED OR IRREGULAR PRODUCT WILL BE CONSIDERED FOR PURCHASE UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION. THE MANUFACTURER'S STANDARD WARRANTY WILL APPLY UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION.

#### 22. CONTRACT RENEWALS.

UPON AGREEMENT OF THE STATE OF LOUISIANA AGENCY AND THE CONTRACTOR, A TERM CONTRACT MAY BE EXTENDED FOR 2 ADDITIONAL 12-MONTH PERIODS AT THE SAME PRICES, TERMS AND CONDITIONS. IN SUCH CASES, THE TOTAL CONTRACT TERM CANNOT EXCEED 36 MONTHS.

#### 23. CONTRACT CANCELLATION.

THE STATE OF LOUISIANA HAS THE RIGHT TO CANCEL ANY CONTRACT, IN ACCORDANCE WITH PURCHASING RULES AND REGULATIONS, FOR CAUSE, INCLUDING BUT NOT LIMITED TO, THE FOLLOWING: (1) FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE CONTRACT; (2) FAILURE OF THE PRODUCT OR SERVICE TO MEET SPECIFICATIONS, CONFORM TO SAMPLE QUALITY OR TO BE DELIVERED IN GOOD CONDITION; (3) MISREPRESENTATION BY THE CONTRACTOR; (4) FRAUD, COLLUSION, CONSPIRACY OR OTHER UNLAWFUL MEANS OF OBTAINING ANY CONTRACT WITH THE STATE; (5) CONFLICT OF CONTRACT PROVISIONS WITH CONSTITUTIONAL OR STATUTORY PROVISIONS OF STATE OR FEDERAL LAW; (6) ANY OTHER BREACH OF CONTRACT.

### 24. DEFAULT OF CONTRACTOR.

FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE BID WILL CONSTITUTE A DEFAULT AND MAY CAUSE CANCELLATION OF THE CONTRACT.
WHERE THE STATE HAS DETERMINED THE CONTRACTOR TO BE IN DEFAULT, THE STATE RESERVES THE RIGHT TO PURCHASE ANY OR ALL PRODUCTS
OR SERVICES COVERED BY THE CONTRACT ON THE OPEN MARKET AND TO CHARGE THE CONTRACTOR WITH COST IN EXCESS OF THE CONTRACT
PRICE. UNTIL SUCH ASSESSED CHARGES HAVE BEEN PAID, NO SUBSEQUENT BID FROM THE DEFAULTING CONTRACTOR WILL BE CONSIDERED.

### 25. ORDER OF PRIORITY.

IN THE EVENT THERE IS A CONFLICT BETWEEN THE INSTRUCTIONS TO BIDDERS OR STANDARD CONDITIONS AND THE SPECIAL CONDITIONS, THE SPECIAL CONDITIONS SHALL GOVERN.

### 26. APPLICABLE LAW.

ALL CONTRACTS SHALL BE CONSTRUED IN ACCORDANCE WITH AND GOVERNED BY THE LAWS OF THE STATE OF LOUISIANA.

# 27. COMPLIANCE WITH CIVIL RIGHTS LAWS.

BY SUBMITTING AND SIGNING THIS BID, BIDDER AGREES TO ABIDE BY THE REQUIREMENTS OF THE FOLLOWING AS APPLICABLE: TITLE VI AND VII OF THE CIVIL RIGHTS ACT OF 1964, AS AMENDED BY THE EQUAL OPPORTUNITY ACT OF 1972, FEDERAL EXECUTIVE ORDER 11246, FEDERAL REHABILITATION ACT OF 1973, AS AMENDED, THE VETERAN'S READJUSTMENT ASSISTANCE ACT OF 1974, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, THE AGE ACT OF 1975, AND BIDDER AGREES TO ABIDE BY THE REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT OF 1990. BIDDER AGREES NOT TO DISCRIMINATE IN ITS EMPLOYMENT PRACTICES, AND WILL RENDER SERVICES UNDER ANY CONTRACT ENTERED INTO AS A RESULT OF THIS SOLICITATION WITHOUT REGARD TO RACE, COLOR, RELIGION, SEXUAL ORIENTATION, NATIONAL ORIGIN, VETERAN STATUS, POLITICAL AFFILIATION, OR DISABILITIES. ANY ACT OF DISCRIMINATION COMMITTED BY BIDDER, OR FAILURE TO COMPLY WITH THESE STATUTORY OBLIGATIONS WHEN APPLICABLE, SHALL BE GROUNDS FOR TERMINATION OF ANY CONTRACT ENTERED INTO AS A RESULT OF THIS SOLICITATION.

# 28. SPECIAL ACCOMMODATION.

ANY "QUALIFIED INDIVIDUAL WITH A DISABILITY" AS DEFINED BY THE AMERICANS WITH DISABILITIES ACT WHO HAS SUBMITTED A BID AND DESIRES TO ATTEND THE BID OPENING, MUST NOTIFY THIS OFFICE IN WRITING NOT LATER THAN SEVEN DAYS PRIOR TO THE BID OPENING DATE OF THEIR NEED FOR SPECIAL ACCOMMODATIONS. IF THE REQUEST CANNOT BE REASONABLY PROVIDED, THE INDIVIDUAL WILL BE INFORMED PRIOR TO THE BID OPENING.

## 29. INDEMNITY.

CONTRACTOR AGREES, UPON RECEIPT OF WRITTEN NOTICE OF A CLAIM OR ACTION, TO DEFEND THE CLAIM OR ACTION, OR TAKE OTHER APPROPRIATE MEASURE, TO INDEMNIFY, AND HOLD HARMLESS, THE STATE, ITS OFFICERS, ITS AGENTS AND ITS EMPLOYEES FROM AND AGAINST ALL CLAIMS AND ACTIONS FOR BODILY INJURY, DEATH OR PROPERTY DAMAGES CAUSED BY THE FAULT OF THE CONTRACTOR, ITS OFFICERS, ITS AGENTS, OR ITS EMPLOYEES. CONTRACTOR IS OBLIGATED TO INDEMNIFY ONLY TO THE EXTENT OF THE FAULT OF THE CONTRACTOR, ITS OFFICERS, ITS AGENTS, OR ITS EMPLOYEES. HOWEVER, THE CONTRACTOR SHALL HAVE NO OBLIGATION AS SET FORTH ABOVE WITH RESPECT TO ANY CLAIM OR ACTION FROM BODILY INJURY, DEATH OR PROPERTY DAMAGES ARISING OUT OF THE FAULT OF THE STATE, ITS OFFICERS, ITS AGENTS OR ITS EMPLOYEES.

# 30. SIGNATURE AUTHORITY.

IN ACCORDANCE WITH L.R.S. 39:1594 (ACT 121), THE PERSON SIGNING THE BID MUST BE:

- 1. A CURRENT CORPORATE OFFICER, PARTNERSHIP MEMBER OR OTHER INDIVIDUAL SPECIFICALLY AUTHORIZED TO SUBMIT A BID AS REFLECTED IN THE APPROPRIATE RECORDS ON FILE WITH THE SECRETARY OF STATE; OR
- 2. AN INDIVIDUAL AUTHORIZED TO BIND THE VENDOR AS REFLECTED BY A CORPORATE RESOLUTION, CERTIFICATE OR AFFIDAVIT; OR
- 3. OTHER DOCUMENTS INDICATING AUTHORITY WHICH ARE ACCEPTABLE TO THE PUBLIC ENTITY.

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1 BID DELIVERY INSTRUCTIONS FOR STATE PURCHASING:

BIDDERS ARE HEREBY ADVISED THAT THE U.S. POSTAL SERVICE DOES NOT MAKE DELIVERIES TO OUR PHYSICAL LOCATION.

BIDS MAY BE MAILED THROUGH THE U.S. POSTAL SERVICE TO OUR BOX AT:
OFFICE OF STATE PURCHASING
P O BOX 94095
BATON ROUGE LA 70804-9095

BIDS MAY BE DELIVERED BY HAND OR COURIER SERVICE TO OUR PHYSICAL LOCATION AS FOLLOWS:

OFFICE OF STATE PURCHASING CLAIBORNE BUILDING, SUITE 2-160 1201 NORTH THIRD STREET BATON ROUGE, LA 70802

BIDDER IS SOLELY RESPONSIBLE FOR ENSURING THAT ITS COURIER SERVICE PROVIDER MAKES INSIDE DELIVERIES TO OUR PHYSICAL LOCATION. THE OFFICE OF STATE PURCHASING IS NOT RESPONSIBLE FOR ANY DELAYS CAUSED BY THE BIDDER'S CHOSEN MEANS OF BID DELIVERY.

BIDDER IS SOLELY RESPONSIBLE FOR THE TIMELY DELIVERY OF ITS BID. FAILURE TO MEET THE BID OPENING DATE & TIME SHALL RESULT IN REJECTION OF THE BID.

# \*\*ATTENTION: \*\*

RECEIPT OF A SOLICITATION OR AWARD CANNOT BE RELIED UPON AS AN ASSURANCE OF RECEIVING FUTURE SOLICITATIONS. IN ORDER TO RECEIVE FUTURE SOLICITATIONS/AWARDS FROM THIS OFFICE, YOU MUST ENROLL IN THE PROPER CATEGORY ON LAPAC AT THE FOLLOWING WEB SITE: HTTP://WWWPRD.DOA.LOUISIANA.GOV/OSP/LAPAC/PUBMAIN.ASP ENROLLMENT IN LAPAC IS FREE AND PROVIDES EMAIL NOTIFICATION OF BID OPPORTUNITIES BASED UPON COMMODITIES THAT YOU SELECT.

- 2 TERMS AND CONDITIONS. THIS SOLICITATION CONTAINS ALL TERMS AND CONDITIONS WITH RESPECT TO THE COMMODITIES HEREIN. ANY VENDOR CONTRACTS, FORMS, TERMS OR OTHER MATERIALS SUBMITTED WITH BID MAY CAUSE BID TO BE REJECTED.
- 3 VENDOR'S FORMS. THE PURCHASE/RELEASE ORDER IS THE ONLY BINDING DOCUMENT TO BE ISSUED AGAINST THIS CONTRACT. SIGNING OF VENDOR'S FORMS IS NOT ALLOWED.

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- 4 SUBSTITUTES. ONLY BRANDS AND NUMBERS STATED IN THE AWARD ARE APPROVED FOR DELIVERY UNDER THIS CONTRACT AND ANY SUBSTITUTION MUST RECEIVE PRIOR WRITTEN APPROVAL OF THE DIRECTOR OF STATE PURCHASING OR DESIGNEE.
- 5 PRICE REDUCTIONS. WHENEVER THERE IS A REDUCTION IN PRICE, WHICH IS LOWER THAN THE CONTRACT PRICE, OFFERED TO SIMILARLY SITUATED CUSTOMERS CONTRACTING FOR THE SAME PERIOD AND UNDER THE SAME TERMS AND CONDITIONS, SAID REDUCTION MUST BE PRESENTED DIRECTLY TO THE DIRECTOR OF STATE PURCHASING. NO PRICE REDUCTION ON A STATEWIDE CONTRACT MAY BE OFFERED TO AN AGENCY UNLESS THAT REDUCTION IS OFFERED TO ALL AGENCIES.
- 6 DELIVERIES. CONTRACTORS WILL MAINTAIN AN ADEQUATE SUPPLY OF ALL ITEMS IN ORDER TO MEET SPECIFIED DELIVERY. DELIVERY TO BE NO MORE THAN 14 DAYS AFTER RECEIPT OF ORDER.
- 7 INVOICES. INVOICES WILL BE SUBMITTED BY THE CONTRACTOR TO THE USING AGENCY AND THE INVOICE SHALL REFER TO THE DELIVERY TICKET NUMBER, DELIVERY DATE, PURCHASE/RELEASE ORDER NUMBER. QUANTITY, UNIT PRICE, AND DELIVERY POINT. A SEPARATE INVOICE FOR EACH ORDER DELIVERED AND ACCEPTED SHALL BE SUBMITTED BY THE CONTRACTOR IN DUPLICATE DIRECTLY TO THE ACCOUNTING DEPARTMENT OF THE USING AGENCY. INVOICES SHALL SHOW THE AMOUNT OF ANY CASH DISCOUNT AND SHALL BE SUBMITTED ON THE CONTRACTOR'S OWN INVOICE FORM.
- 8 PAYMENT. PAYMENT WILL BE MADE ON THE BASIS OF UNIT PRICE AS LISTED IN THIS CONTRACT; SUCH PRICE AND PAYMENT WILL CONSTITUTE FULL COMPENSATION OF FURNISHING AND DELIVERING THE CONTRACT COMMODITIES. IN NO CASE WILL THE STATE AGENCY REFUSE TO MAKE PARTIAL PAYMENTS TO THE CONTRACTOR ALTHOUGH ALL ITEMS HAVE NOT BEEN DELIVERED. THIS PAYMENT IN NO WAY RELIEVES THE CONTRACTOR OF HIS RESPONSIBILITY TO EFFECT SHIPMENT OF THE BALANCE OF THE ORDER. PAYMENT WILL BE TO VENDOR AND ADDRESS AS SHOWN ON ORDER.
- 9 VENDOR LIST. THE BIDDER WHO SIGNS THE BID WILL BE DESIGNATED AS PRIME CONTRACTOR ON ANY CONTRACT RESULTING FROM THIS SOLICITATION. IF ADDITIONAL DISTRIBUTOR VENDORS ARE AUTHORIZED TO RECEIVE ORDERS FOR ITEMS CONTAINED IN SAID CONTRACT, THE BIDDER MUST SUBMIT WITH THE BID, A LIST OF THOSE ADDITIONAL AUTHORIZED DISTRIBUTORS INCLUDING THE COMPLETE BUSINESS ADDRESS. THE PRIME CONTRACTOR WILL BE RESPONSIBLE FOR THE ACTIONS OF ANY DISTRIBUTOR VENDORS LISTED.
- 10 PREFERENCE. IN ACCORDANCE WITH LOUISIANA REVISED STATUTES 39:1595, A PREFERENCE MAY BE ALLOWED FOR PRODUCTS MANUFACTURED, PRODUCED, GROWN, OR ASSEMBLED IN LOUISIANA OF EQUAL QUALITY.

DO YOU	CLAIM	THIS	PREFERENCE?	YES
SPECIF	Y LINE	NUMBE	ER (S) :	

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	SPECIFY LOCATION WITHIN PRODUCED, GROWN OR ASSE	LOUISIANA WHERE THIS PRODUCT IS MANUFACTURED, MBLED:
	(NOTE: IF MORE SPACE I	S REQUIRED, INCLUDE ON SEPARATE SHEET.)
	DO YOU HAVE A LOUISIANA	BUSINESS WORKFORCE? YES NO
		HAT AT LEAST FIFTY PERCENT (50%) OF YOUR FORCE IS COMPRISED OF LOUISIANA RESIDENTS?
	YES NO	
		E INFORMATION MAY CAUSE ELIMINATION FROM ES SHALL NOT APPLY TO SERVICE CONTRACTS.
11	*************** COOPERATIVE PURCHASE. STATE AGENCIES, AND EXT BE PERMITTED TO PURCHAS PURCHASING. THE BIDDER SUBDIVISIONS OF THE STA	CTION NEEDED IN THIS CLAUSE HAS CHANGED****  ***************  POLITICAL SUBDIVISIONS OF THE STATE, QUASI ERNAL PROCUREMENT UNITS (DESCRIBED BELOW), MAY E FROM CONTRACTS MADE BY THE OFFICE OF STATE MAY, AT ITS OPTION, PERMIT POLITICAL TE, QUASI STATE AGENCIES, AND EXTERNAL RCHASE FROM ANY CONTRACTS AWARDED AGAINST THIS HECK ALL THAT APPLY:
		ANY CONTRACT AWARDED TO APPLY TO QUASI STATE HER POLITICAL SUBDIVISIONS OF THE STATE.
		ANY CONTRACT AWARDED TO APPLY TO AGENCIES OF TES GOVERNMENT.
	ORGANIZATIONS LOCATED IN THI	ANY CONTRACT AWARDED TO APPLY TO OTHER BUYING (OTHER THAN THE UNITED STATES GOVERNMENT), NOT S STATE WHICH, IF LOCATED IN THIS STATE, WOULD UBLIC PROCUREMENT UNIT.
12	BE ASSUMED TO BE FIRM F	ERWISE SPECIFIED, BIDS ON THIS CONTRACT WILL OR ACCEPTANCE FOR A MINIMUM OF 60 DAYS. IF E FIRM FOR THE SPECIFIED CONTRACT PERIOD.
13	ADDRESSED TO THE DIRECT CONTRACT ITEM NUMBER WI VENDOR CHANGES, PRICE R BE CONSIDERED DURING TH CONSIDERED ONLY ON THE TO THIS WILL BE ALLOWED ADDITIONS WILL BE OF SU	QUESTS FOR REVISIONS TO THIS CONTRACT MUST BE OR OF STATE PURCHASING AND SHALL REFER THE TH JUSTIFICATION OF THE REQUEST. DISTRIBUTOR EDUCTIONS AND JUSTIFIABLE ITEM DELETIONS MAY E CONTRACT PERIOD. NEW ITEM ADDITIONS WILL BE ANNIVERSARY DATE OF THE CONTRACT. EXCEPTIONS ONLY WHEN STATE PURCHASING HAS DETERMINED ESTANTIAL BENEFIT TO THE STATE AND WILL JUSTIFY ST REQUIRED TO MAKE SUCH ADDITIONS.

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CONTRACTOR MUST IMMEDIATELY NOTIFY THE OFFICE OF STATE PURCHASING WHEN ANY DEALER ON THIS CONTRACT IS TERMINATED, RELOCATED OR ADDED. ALL ORDERS PLACED WITH DEALERS PRIOR TO RECEIPT OF SUCH NOTIFICATION BY THE OFFICE OF STATE PURCHASING MUST BE HONORED. REVISIONS WILL BECOME EFFECTIVE ONLY UPON APPROVAL BY THE DIRECTOR OF STATE PURCHASING OR DESIGNEE. BIDDER SHOULD INCLUDE WITH BID A LIST OF ALL PERSONS, IN ADDITION TO THE SIGNER OF THIS BID, WHO ARE AUTHORIZED TO REQUEST REVISIONS TO THIS CONTRACT.

- 14 CONTRACTUAL PERIOD. THE STATE OF LOUISIANA INTENDS TO AWARD THIS ITEM FOR AN INITIAL PERIOD FROM DATE OF AWARD THROUGH 8/31/2010, IN ORDER TO COINCIDE WITH EXISTING CONTRACT END DATE AS THIS LINE WILL BE ADDED TO THE EXISTING CONTRACT SERIES.
- 15 QUANTITIES. THIS IS AN OPEN-ENDED REQUIREMENTS CONTRACT. QUANTITIES SHOWN ARE BASED ON THE PREVIOUS CONTRACT USAGE OR ESTIMATES. THE SUCCESSFUL BIDDER MUST SUPPLY AT BID PRICES ACTUAL REQUIREMENTS AS ORDERED WHETHER THE TOTAL OF SUCH REQUIREMENTS IS MORE OR LESS THAN THE QUANTITIES SHOWN.
- 16 ORDERS. ALL STATE AGENCIES ARE TO ISSUE CONTRACT RELEASE ORDERS FOR THE ITEMS REQUIRED, AS AND WHEN NEEDED. POLITICAL SUBDIVISIONS OF THE STATE AND QUASI AGENCIES WHO HAVE BEEN AUTHORIZED TO PURCHASE FROM CONTRACTS MADE BY THE OFFICE OF STATE PURCHASING, ARE TO ISSUE THEIR REGULAR PURCHASE ORDERS DIRECTLY TO THE SUPPLIER, MAKING REFERENCE TO THE CONTRACT AND ITEM NUMBER.
- 17 CANCELLATION
  THE STATE OF LOUISIANA RESERVES THE RIGHT TO CANCEL THIS CONTRACT WITH
  THIRTY (30) DAYS WRITTEN NOTICE.
- 18 CERTIFICATION OF NO SUSPENSION OR DEBARMENT. BY SIGNING AND SUBMITTING ANY BID FOR \$25,000 OR MORE, THE BIDDER CERTIFIES THAT THEIR COMPANY, ANY SUBCONTRACTORS, OR PRINCIPALS ARE NOT SUSPENDED OR DEBARRED BY THE GENERAL SERVICES ADMINISTRATION (GSA) IN ACCORDANCE WITH THE REQUIREMENTS IN OMB CIRCULAR A-133.
  - A LIST OF PARTIES WHO HAVE BEEN SUSPENDED OR DEBARRED CAN BE VIEWED VIA THE INTERNET AT WWW.EPLS.GOV
- 19 CONTRACT PERFORMANCE EVALUATION
  IN AN EFFORT TO IMPROVE OUR CONTRACTS TO MEET THE NEEDS OF THE
  AGENCIES WE SERVE, THE CONTRACTOR'S PERFORMANCE WILL BE MONITORED.
  AGENCIES' FEEDBACK WILL BE REQUESTED REGARDING CUSTOMER SERVICE,
  DELIVERY, PRODUCT QUALITY, BILLING, OVERALL EFFECTIVENESS OF THE
  CONTRACT, AND ANY NEEDED CHANGES. THEIR RESPONSES WILL BE CONSIDERED
  IN DETERMINING OUR OPTIONS FOR RENEWALS OR REVISIONS AND REBIDDING.
  TO VIEW THE CONTENT OF THE CONTRACT PERFORMANCE EVALUATION FORM, GO TO
  HTTP://WWW.DOA.LA.GOV/OSP/ONLINEFORMS/SUBMIT/CONTRPERFORMANCE.PDF OR
  CALL FOR A COPY.

AGENCY REPORTS OF DEFICIENT PERFORMANCE WILL BE APPROPRIATELY

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ADDRESSED DURING THE CONTRACT PERIOD.

- 20 THE PURCHASING AGENCY RESERVES THE RIGHT TO INSPECT AND TEST THE DELIVERED MERCHANDISE FOR COMPLIANCE WITH THE BID SPECIFICATIONS. THE COST OF TEST AND INSPECTION WILL BE PAID BY THE CONTRACTOR. IF THE MERCHANDISE IS IN COMPLIANCE, COST OF ALL TEST WILL BE PAID BY THE USING AGENCY.
- 21 PRICE ADJUSTMENTS: THE PRICE(S) BID SHALL REMAIN FIRM AND EFFECTIVE FOR THE DURATION OF THE CONTRACT PERIOD. PRICE ADJUSTMENT(S) MAY BE CONSIDERED FOR SUBSEQUENT ANNUAL CONTRACT RENEWALS. THE CONTRACTOR MUST SUBMIT A WRITTEN REQUEST FOR SPECIFIC PRICE ADJUSTMENTS TO THE DIRECTOR OF STATE PURCHASING AT LEAST THIRTY (30) DAYS PRIOR TO THE CONTRACT ANNIVERSARY. NO ADJUSTMENT SHALL BE EFFECTIVE UNTIL APPROVED IN WRITING BY THE OFFICE OF STATE PURCHASING. THE STATE RESERVES THE RIGHT TO ACCEPT THE PRICE ADJUSTMENT(S) OR TO REBID THE CONTRACT. ORDERS SHALL BE INVOICED AT THE CONTRACT PRICES IN EFFECT ON THE DATE OF THE AGENCY'S RELEASE ORDER.

PRICE ADJUSTMENT(S) SHALL BE BASED ON THE PRODUCER PRICE INDEX (PPI), COMMODITY DATA FOR: "SERIES ID CODE WPU065 AGRICULTURAL CHEMICALS AND CHEMICAL PRODUCTS", AS PUBLISHED BY THE U.S. DEPARTMENT OF LABOR, BUREAU OF LABOR STATISTICS IN WASHINGTON, D.C. THE BASE INDEX SHALL BE THE INDEX ANNOUNCED FOR THE MONTH IN WHICH THIS INVITATION TO BID OPENS. PRICE ADJUSTMENT(S) PERCENT CHANGES SHALL BE CALCULATED BY APPLYING THE STANDARD PPI FORMULA TO THE BASE INDEX. ANY PRICE ADJUSTMENT(S) SHALL BE APPLIED TO THE ORIGINAL PRICE(S) ACCEPTED. PRICE ADJUSTMENT(S) FOR EACH SUBSEQUENT CONTRACT RENEWAL PERIOD WILL BE CALCULATED FROM THE BASE INDEX WHICH WAS RE-ESTABLISHED AT THE TIME OF ANY PREVIOUSLY APPROVED PRICE ADJUSTMENT(S).

# 22 CONTRACT USAGE REPORT:

SUCCESSFUL VENDOR SHOULD KEEP A COPY OF ALL ORDERS ISSUED AGAINST THIS CONTRACT DURING THE CONTRACT PERIOD. APPROXIMATELY FOUR (4) MONTHS PRIOR TO THE END OF THE CONTRACT PERIOD VENDOR IS TO BE PREPARED TO SUBMIT TO THE OFFICE OF STATE PURCHASING A CONTRACT USAGE REPORT WITH COPIES OF ALL ORDERS.

THE USAGE REPORT IS TO INCLUDE THE VENDOR'S NAME, PHONE AND FAX NUMBERS, THE PERSON'S NAME WHO COMPILED THE REPORT, A SUMMARY BY LINE ITEM WITH QUANTITY PURCHASED AND TOTAL VALUE OF EACH LINE ITEM. ADDITONALLY THE REPORT IS TO SUMMARIZE THE TOTAL DOLLAR VOLUME OF THE ENTIRE CONTRACT. VENDOR MAY SUBMIT COMPUTER-GENERATED REPORTS AND CAN ITEMIZE BY ORDER NUMBER OR BY LINE ITEM, BUT THE LINE ITEM TOTALS AND CONTRACT TOTALS WITH ORDER NUMBERS ARE REQUIRED.

# 23 NON-EXCLUSIVITY CLAUSE:

THIS AGREEMENT IS NON-EXCLUSIVE AND SHALL NOT IN ANY WAY PRECLUDE STATE AGENCIES FROM ENTERING INTO SIMILAR AGREEMENTS AND/OR ARRANGEMENTS WITH OTHER VENDORS OR FROM ACQUIRING SIMILAR, EQUAL, OR LIKE GOODS AND/OR SERVICES FROM OTHER ENTITIES OR SOURCES.

SPECIAL TERMS & CONDITIONS	INVITATION TO BID	
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IF BIDDING OTHER THAN SPECIFIED, SUFFICIENT INFORMATION SHOULD BE ENCLOSED WITH THE BID IN ORDER TO DETERMINE QUALITY, SUITABILITY, AND COMPLIANCE WITH THE SPECIFICATIONS.

FAILURE TO COMPLY WITH THIS REQUEST MAY ELIMINATE YOUR BID FROM CONSIDERATION.

25 SAMPLE(S) MAY BE REQUIRED. WHEN REQUESTED, SAMPLES MUST BE FURNISHED AT VENDOR'S EXPENSE, AND RECEIVED NOT LATER THAN 10 DAYS AFTER REQUEST. PACKAGES SHOULD BE CLEARLY LABELED WITH THE FILE NUMBER. EACH INDIVIDUAL SAMPLE WITHIN THE PACKAGE MUST BE CLEARLY LABELED WITH BIDDER'S NAME, MANUFACTURER'S BRAND NAME AND NUMBER, FILE NUMBER AND ITEM REFERENCE. SUBMIT ONLY ONE BID PROPOSAL'S SAMPLES PER BOX. SAMPLES OF SUCCESSFUL BIDDER WILL BE RETAINED AT THE PURCHASING OFFICE OR THE USING AGENCY FOR THE PURPOSE OF RECEIVING MERCHANDISE. ANY PART OF MERCHANDISE RECEIVED THAT DOES NOT MEET THE QUALITY STANDARDS AND CONSTRUCTION OF THE SAMPLE WILL BE REJECTED AND RETURNED AT VENDOR'S EXPENSE.

ANY OTHER SAMPLES RECEIVED, IF NOT DESTROYED IN TESTING, MAY BE RETURNED AT THE BIDDER'S EXPENSE. REQUEST FOR RETURN, SHIPPING AUTHORIZATION, AND SUFFICIENT RETURN POSTAGE MUST BE RECEIVED NO LATER THAN 10 DAYS AFTER RECEIPT OF SAMPLES, OR COMMODITIES SHALL BE DISPOSED OF BY THE STATE OF LOUISIANA.

- 26 MINIMUM ORDER IS ONE HUNDRED DOLLARS (\$100.00).
- 27 PACKAGING: UNLESS OTHERWISE SPECIFIED, THE COMMODITIES SHALL BE PACKED IN SUBSTANTIAL COMMERCIAL CONTAINERS OF THE TYPE, SIZE AND KIND COMMONLY USED FOR THE PURPOSE, SO CONSTRUCTED AS TO INSURE ACCEPTANCE AND SAFE DELIVERY AS CALLED FOR IN THIS CONTRACT.
- 28 AT THE OPTION OF THE STATE OF LOUISIANA AND ACCEPTANCE BY THE CONTRACTOR, THIS CONTRACT MAY BE EXTENDED FOR ONE ADDITIONAL TWELVE (12) MONTH PERIOD AT THE SAME PRICE, TERMS AND CONDITIONS. TOTAL CONTRACT TIME MAY NOT EXCEED THIRTY-SIX (36) MONTHS.

IT IS HEREIN SET FORTH THAT THE ESTIMATED QUANTITIES ARE REALISTIC; HOWEVER, ACTUAL USAGE SHALL BE DETERMINED BY THE AGENCY'S NEED AND THE STATE RESERVES THE RIGHT TO INCREASE OR DECREASE THE TOTAL AMOUNT ORDERED AT THE CONTRACT PRICE.

29 A BIDDER WHO IS NOT THE MANUFACTURER OF THE PRODUCT BID SHALL SUBMIT A SIGNED LETTER FROM THE MANUFACTURER CERTIFYING THAT THE BIDDER HAS THE PROPER AUTHORIZATION TO BID AND SELL THAT MANUFACTURER'S PRODUCT.

SPECIFICATIONS	INVITATION TO BID	
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30 ALL PRODUCTS MUST BE REGISTERED WITH THE EPA. PESTICIDES WHICH WERE FIRST REGISTERED BEFORE NOVEMBER 1, 1984 MUST BE RE-REGISTERED. EVERY ITEM BID SHOULD HAVE SUFFICIENT INFORMATION (PRODUCT LABELS AND MATERIAL SAFETY DATA SHEETS, MSDS) ENCLOSED WITH THE BID IN ORDER TO DETERMINE QUALITY, SUITABILITY, AND COMPLIANCE WITH THE SPECIFICATIONS. THIS INFORMATION SHALL BE SUBMITTED AND SHOULD ACCOMPANY YOUR BID.

CORRECT CORRESPONDING LINE NUMBER LISTED ON THE BID.

# 31 SPECIFICATIONS FOR CHEMICALS:

- 1. IF BIDDING GENERIC CHEMICALS, OR OTHER THAN THE TRADE NAMES LISTED IN THIS PROPOSAL, SPECIFICATION SHEETS MUST BE SUPPLIED AND FORMULATIONS MUST BE EXACT. ALL GENERICS MUST CARRY THE SAME LABELING FOR USE AS THE PRODUCT SPECIFIED.
- 2. MATERIAL SAFETY DATA SHEETS WILL BE SUPPLIED FOR EACH CHEMICAL AND THE VENDOR WILL BE RESPONSIBLE FOR UPDATING THE MSDS FILES AS NEEDED.
- ALL ITEMS BID SHALL COMPLY WITH TITLE 3 OF THE LOUISIANA REVISED STATUTES, CHAPTER 20, "LOUISIANA PESTICIDE LAW", AS AMENDED 1966.
- 4. ANY MANUFACTURER'S NAMES, TRADE NAMES, BRAND NAMES, OR CATALOG NUMBERS USED IN THE SPECIFICATIONS ARE FOR THE PURPOSE OF DESCRIBING AND ESTABLISHING GENERAL QUALITY LEVELS. SUCH REFERENCES ARE NOT INTENDED TO BE RESTRICTIVE. BIDS WILL BE CONSIDERED FOR ANY BRAND WHICH MEETS OR EXCEEDS THE QUALITY OF THE SPECIFICATIONS LISTED FOR ANY ITEM.
- 5. SUCCESSFUL VENDOR MUST FURNISH SAMPLE UPON REQUEST; IF REQUESTED, SAMPLE MUST BE SUBMITTED WITHIN 10 DAYS. SAMPLES WILL BE RETAINED FOR THE PURPOSE OF RECEIVING MERCHANDISE. ANY PART OF GOODS RECEIVED THAT DO NOT MEET QUALITY STANDARDS AND CONSTRUCTION OF THE SAMPLE RETAINED WILL BE REJECTED AND RETURNED AT VENDOR'S EXPENSE.
- 6. ANY SAMPLES, REQUIRED, IF NOT DESTROYED IN TESTING, OR IF NOT THE SUCCESSFUL BIDDER'S, MAY UPON REQUEST, BE RETURNED AT BIDDER'S EXPENSE. REQUEST FOR RETURN, SHIPPING AUTHORIZATION, AND SUFFICIENT RETURN POSTAGE MUST BE RECEIVED NO LATER THAN 10 DAYS AFTER RECEIPT OF SAMPLE, OR COMMODITIES SHALL BE DISPOSED OF BY THE STATE OF LOUISIANA.
- 7. MATERIAL MAY BE TESTED AND APPROVED BY DOTD TESTING LABORATORY BEFORE FINAL ACCEPTANCE IS MADE.
- 8. SUCCESSFUL VENDOR MUST NOTIFY AGENCIES 48 HOURS PRIOR TO DELIVERY.
- 9. ALL BIDDERS, WHETHER BIDDING AS SPECIFIED OR OTHER, MUST FILL

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SPECII	FICATION	S	INVITATION TO BID	
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	10.		UFACTURER AND PACKAGING. PLIANCE FROM MANUFACTURERS MUST ACCOMPANY ALL	
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QUANTITY FROM/TO	UNIT	UNIT PRICE	EXTENDED	TOTAL
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